Chapter 8

Auditing the Kanban

Once you launch your kanban, it becomes time to create a process for auditing the kanban. Your goal must be to get the kanban started and to keep it running, and auditing will be the key to keeping it running.

The first step is to set an audit schedule. Initially, audit daily, then move to one to two times per week.

When you audit, look for the following items:

- Have any of the scheduling signals or pieces disappeared?
- Is the inventory correct (containers versus signals)?
- Are the operators, material handlers, and customers following the design?
- Does anyone in the process have any questions or concerns?
- Do the original sizing assumptions and calculations still apply?

As you find problems, use the 5 Whys and 1 How (or 5W1H) method to find the root cause and determine how the problem occurred. Once you know the origin of the problem, make the necessary corrections. (For more information on 5W1H, see Chapter 8 of the book.)

Building an Audit Plan

Use the following questions to build your audit plan:

Who will audit?

_____

_____

* *How often will audits be conducted?*

Short term? _____

Long term? _____

When will transition to long term occur?

_____

_____

_____

How will you make this decision?

_____

_____

_____

* *What is the audit sequence or route?*

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____

10. _____

Mark the route on the flow diagram you created as part of the design process in Chapter 5. See Figure WB 8-1 for an example of a map of an audit route.

* *How will results be documented and tracked?*

Can you use the daily form proposed in the book (see Figure WB 8-2)?

If not, then what changes need to be made?

_____

_____

_____

Can you track audit results on the audit summary sheet proposed in the book (see Figure WB 8-3)?

If not, then what changes need to be made?

_____

_____

_____

Who will get audit results?

_____

_____

_____

_____

Will the audit data be graphed or developed into other types of trend information?

Who will develop the trend data?

_____

Who will get the data?

_____

_____

_____

_____

What are the recipients expected to do with the trend information?

_____

_____

* *How will you audit the kanban sizing assumptions and calculations?*

What information will be used?

_____

_____

_____

How will the information be used?

_____

_____

_____

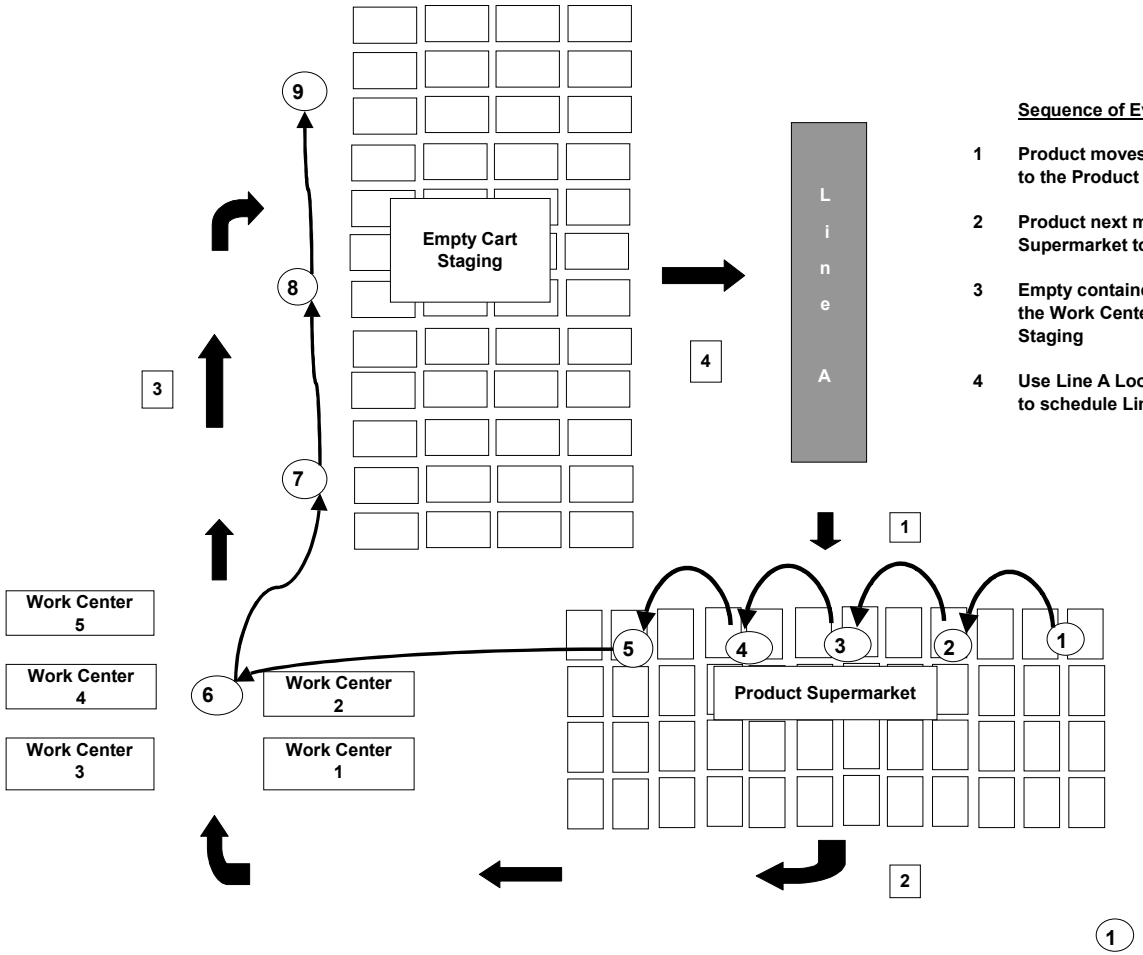
_____

* *Who needs to approve the audit plan?*

_____

_____

Figure WB 8-1



Sequence of Events

1 **Product moves from Line A to the Product Supermarket.**

2 **Product next moves from the Supermarket to Workcenters 1 - 5**

3 **Empty containers are moved from the Work Centers to Empty Cart Staging**

4 **Use Line A Look-See kanban rules to schedule Line A Production**

Figure WB 8-2

Date/Time: _____					Kanban Audit Sheet
Part Number	Pcs/ Container	Total Containers	Cards in Rack	Cards Gone	Miscellaneous Comments

Figure WB 8-3

Week of: _____

Audit Summary Sheet

Process Line	Part Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
	Week of --->	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
	Week of --->	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
	Week of --->	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
	Week of --->	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
Total errors found --->		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

(-) Negative number shows that containers were missing.
(+) Positive number shows that there were too many containers.